

HELENA ROMANES SCHOOL

An Academy within the Saffron Academy Trust

Role: Cover Supervisor

Work Pattern: Full time, Term Time Only

Salary: Point 8 to 11

Hours: 30 hours per week - term time only

Start date: As soon as possible

At Helena Romana School, our culture is driven by six core values: Ambition, Kindness, Respect, Resilience, Broad-Mindedness and Independence. We believe that by creating an environment of transparent communication and mutual respect, every single student can achieve their own version of success.

We are seeking a dedicated and hard working individual to join our Cover Team In this vital role, team responsible for supervising whole classes of students to cover short-term absences of teachers. This will involve facilitating students' learning through supporting them with set activities (provided by teachers), responding to questions from students and managing their behaviour according to the Behaviour Policy.

About You

To be successful in this role you will need to be well organised, confident, and work well as part of a team. Previous experience in a similar role or classroom experience will be useful but not essential. If you have excellent inter-personal and organisational skills, we will train you on the rest.

This is a valued and respected role in itself, but this role may also be of interest to candidates who are considering training to teach in the future. We would be happy to support you on this journey if that is your aim.

Whether you are a graduate looking to launch a career in education, looking for a meaningful career change, stepping back from teaching or simply seeking to become part of a supportive and nurturing school community, this role would provide the opportunity to help young people develop and reach their full potential.

About The School

At Helena Romanes, we are ambitious for our students and we offer them a rich and varied curriculum from the age of four to eighteen. Our students develop the skills, knowledge and understanding that enables them to move successfully into higher education, apprenticeships, training or employment. In October 2023, Ofsted judged the school to be GOOD in all areas.

While academic achievement is of crucial importance, we also ensure that we focus effectively on developing our students' personal, social and creative skills. Our aim is that students leave Helena Romanes as successful, confident and considerate young adults.

We are very proud of our students. They are superb ambassadors for our school when they represent us locally, nationally and internationally, participating in our many and varied extra-curricular activities.

This would be will be an extremely exciting time to be joining our school as we are currently working with the Department of Education to build a new, state of the art school building on Stortford Road, Great Dunmow, which is set to open to the Primary phase in 2027 and the Secondary and Sixth Form Phase in 2028.

HRS School and the Saffron Academy Trust are committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. The successful candidate will be subject to an Enhanced Disclosure and Barring Service (DBS) check and further safer recruitment checks.

How to Apply

Full details of the vacancy (and further information about the school) can be found on the [school website](#).

To arrange a visit to the school, or for any additional information, please contact **Anita Hollis** on **01371 872560**, or by email at ahollis@hrs.education.

The closing date for applications is **12 noon on Wednesday 30th September**. The school reserves the right to interview candidates before the published closing date.